

Library Board of Trustees

Durham County Library

April 15, 2002

Attendance: Bessie Carrington, Chair; Ann Craver, Carl Hodges, William McKee, Lauren Singdalhsen, Elsa Woods, board members; Dale Gaddis, Pam Jaskot, John McConagha,
Absent: Robert Otterbourg, Jackie Hall, Nancy Wardropper

The Library Board meeting was called to order at 3:15pm.

A motion was made to approve the minutes for January 14, 2002. The motion was seconded and approved.

The minutes for February 18 were approved with the following additions: add Carl Hodges to board members attending. A motion was made to approve the March 5, 2002 minutes. The minutes should reflect that Mr. Hodges was absent from the March 5th meeting. The motion was seconded and approved.

Communications

Mrs. Carrington received a letter from the Lowes Grove residents about restoring Lowe's Grove property.

Ms. Singdahlsen questioned the necessity of having board members' addresses on the library's web site. Ms. Gaddis will determine whether this is required.

Ms. Gaddis shared comments from the community, including a complimentary e-mail about our Web Pac and concerns expressed about the number of homeless in the library and the distraction in the children's room created by the computers in the reading area.

Financial Report

Ms. Gaddis distributed the February report, which shows that the library has 39% of its budget to spend. Mrs. Carrington asked if Ms. Gaddis was documenting how the budget cuts are affecting the library. Ms. Gaddis said no, but it was a good idea.

Committee Reports

Policies and Standards Committee

The library's current Computer Use Policy does not comply with current federal legislation, which is being challenged in the courts. This legislation requires that all computers with Internet access be equipped with filters that may be turned off for "bonafide research" purposes. If the legislation is upheld by the courts and the library does not change its policy then it would not be eligible for the Internet-related telecommunication discounts, totaling approximately \$8,600 or LSTA funds for Internet-related projects. Staff is recommending a revision to the Computer Use Policy that clarifies and strengthens the provision regarding child access to the Internet, but does not provide for filters on all computers. The policy revision requires that a minor under 18 (a change from 16) have parental permission to use full Internet accessible workstations. It also provides for making available at least one workstation at each location that is equipped with software that assists with protecting minors from harmful material.

A motion was made to adopt the Computer Use Policy. The motion was seconded and approved with 5 in favor and 1 opposed.

Supplemental Reference Services Policy – A motion was made to approve the policy. The motion was seconded and approved.

Planning and Budget Committee

Mrs. Craver presented the long range strategic plan, which is a proposed three year action plan with a five year focus. The plan was a culmination of work of many constituencies. The Board is asked to support the proposed mission statement and the four goals and associated objectives. The strategies will be under the direction of the Library Director and staff.

A motion was made to approve the strategic plan. The motion was seconded and approved. Copies of the plan will be forwarded to the Foundation Board, Friends Board and community members who participated in the planning sessions.

The question was raised as to what would be the best way to present this to the community. Pam Jaskot and Ann Craver will draft a thank you to the strategic planning committee and forward them a copy of the adopted plan.

John McConagha presented the library's budget to County Commissioners identifying necessary cuts to meet the Manager's suggested reductions. On April 16th, library staff will meet with the budget office to review the library's budget. Ms. Gaddis has submitted the scenario, which recommends closing all facilities on Fridays. The County Manager will present his budget to the County Commissioners on May 28th. The Manager has three priorities; technology replacement, security and staff compensation.

The public budget hearing is on June 10th at the County Commissioners' meeting.

External Relations Committee

Mr. Otterbourg and Mrs. Carrington have initiated a plan to contact state legislators to request support for state funding. Library Legislative Day is June 25th, with a barbecue lunch. The top priorities are maintaining state funding at the current level, maintaining NC LIVE, and adding \$2.5 million to add NC LIVE access for k-12 children.

Art Committee

The bust has been purchased for Warren and placement deemed appropriate without a stand. Mrs. Wardropper will check the placement. The Clara Crawford Art Fund currently has \$18, 139 and earned \$1,078 in interest last year.

Board Development Committee

Mrs. Carrington presented to the County Commissioners the 2001 Annual Report and the most recent amendments to the Board's by-laws. The Commissioners asked that Article V, Section 3, show that the Board will advise the County Manager, not the Board of County Commissioners, on the appointment of the Director of Libraries. A motion was made to approve the by-laws with the recommended changes. The motion was seconded and approved. Ms. Gaddis will ask that the Library Board of Trustees by-law changes be included in the County Commissioner's May 13th consent agenda.

Old Business

The County Commissioners approved the purchase of the East Durham land for the new branch. A feasibility study is being completed on two sites in North Durham. Plans are to have the North Durham and Southwest land purchase on the May 13th agenda.

Director Search

Applications have been received at Human Resources. The search committee will meet on Tuesday, April 23, to begin the screening process.

New Business

A resolution for Children's Services Coordinator, Sandy Roberson, who is retiring, was presented. A motion was made to approve the resolution. The motion was seconded and approved.

Library Foundation Report

The Foundation Board has approved \$10,000 of the netted \$22,000 to be spent on library projects. No decision will be made on how to allocate the funds until we secure funding for our grants that require matching money. We may need to use the Foundation funds for those matches. Currently the Foundation Board is planning a combined capital and endowment campaign. A meeting is scheduled on Monday, April 22 for the Friends Board and Foundation Board.

Friends of the Library

Ms. Woods reported on the Friends annual meeting with author Clyde Edgerton. The recent booksale netted over \$23,000. The summer booksale is June 21 & 22. Ms. Woods also reported that at the April Board meeting Friends members discussed the role of the Foundation Board and Friends Board.

Director's Report

Ms. Gaddis distributed the library statistical report. She reported that Ms. Lewis is studying the drop in bookmobile statistics.

The Library will be closed May 1st for Staff Development Day.

Ms. Gaddis expressed her appreciation to the Board - expressing how much she has appreciated their time, energy and enthusiasm. In all her years of service she has always been amazed at the commitment of the citizens of Durham. This was Ms. Gaddis' last Board meeting. She will retire on May 31, 2002. A retirement reception is scheduled for May 30 from 5:30 to 7:30pm at the Carolina Theatre.

The meeting was adjourned at 5:30pm.

Respectfully submitted,

Dale Gaddis